

Logging In and Navigating to Your Website Folders

Direct your browser to <http://staging.nv.gov> and log in using your State email login credentials.

The screenshot shows the NV.gov Web Staging Environment interface. The header includes the NV.gov logo and navigation links for Agencies, Jobs, and About Nevada. The main content area features a blog post titled "Official State Webteam Blog" and a "Work Area Login" section with a "login" button. A yellow callout box points to the "login" button with the text "Clicking on this....". Below the blog post, there is a "Sync to Production Status" section with a table of sync times and a "Agency" Template Version section with build information.

Clicking on this....

Work Area Login

login

Sync to Production Status

Sync Time	Sync Date	Sync Time
9am Sync:	1/5/2012 @ 9:00:03 AM	
12pm Sync:	1/6/2012 @ 12:09:52 PM	
3pm Sync:	1/5/2012 @ 3:00:06 PM	
6pm Sync:	1/5/2012 @ 6:00:17 PM	

"Agency" Template Version

Current Build: 2.1.005
Build Date: 12-20-11

...will cause the login dialog to appear.

CMS400 Login


User: glyon

Pwd: *****

Login Cancel

Ektron Website Quick Reference

Select the "Workarea" button...



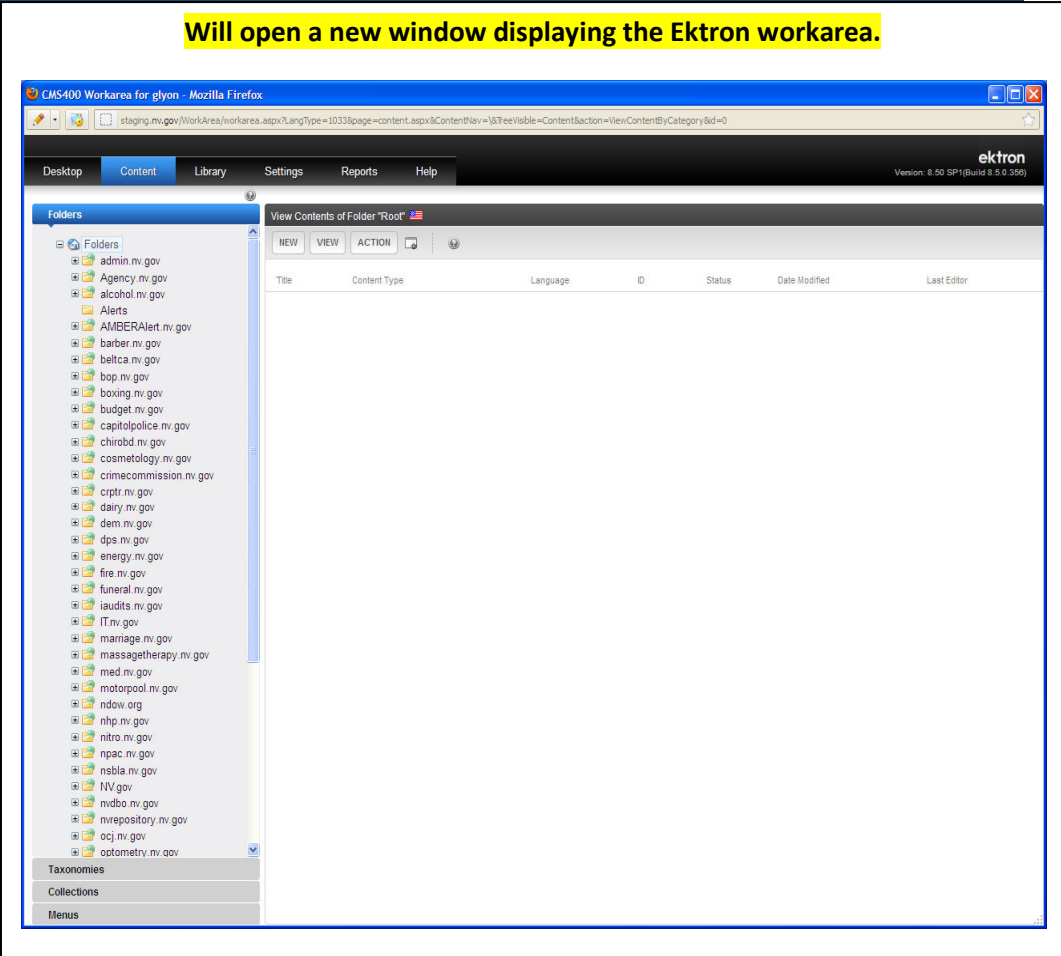
The screenshot shows the 'Enterprise Information Technology Services Web Staging Environment' for NV.gov. It includes a navigation bar with links like '8.0 ENVIRONMENT', 'DEMO WEBSITE', and 'SITE STATUS'. A yellow callout box with an arrow points to the 'workarea' button in the 'Work Area Login' section, which also contains 'logout' and 'preview' buttons. Below the login section, there is a 'Sync to Production Status' table and an 'Agency Template Version' section.

Time	Date	Time
9am Sync:	1/5/2012 @ 9:00:03 AM	
12pm Sync:	1/6/2012 @ 12:09:52 PM	
3pm Sync:	1/5/2012 @ 3:00:06 PM	
6pm Sync:	1/5/2012 @ 6:00:17 PM	

"Agency" Template Version
Current Build: 2.1.005
Build Date: 12-20-11

Below the main content area, there is a navigation menu with links: Executive, Legislature, Alerts, Help, and About Nevada. The Executive link is expanded, showing a list of roles: Governor, Lt. Governor, Attorney General, State Treasurer, State Controller, and Secretary of State.

Will open a new window displaying the Ektron workarea.



The screenshot shows the 'CMS400 Workarea for gylon - Mozilla Firefox' window. The address bar shows the URL: 'staging.nv.gov/WorkArea/workarea.aspx?LangType=10333&page=content.aspx&ContentNav={0}&treeVisible=Content&action=ViewContentByCategory&id=0'. The interface has a top navigation bar with 'Desktop', 'Content', 'Library', 'Settings', 'Reports', and 'Help'. The 'Content' tab is selected. On the left, there is a 'Folders' tree view showing a list of folders, including 'admin.nv.gov', 'Agency.nv.gov', 'alcohol.nv.gov', 'Alerts', 'AMBERAlert.nv.gov', 'barber.nv.gov', 'beltca.nv.gov', 'bop.nv.gov', 'boxing.nv.gov', 'budget.nv.gov', 'capitolpolice.nv.gov', 'chirobd.nv.gov', 'cosmetology.nv.gov', 'crimecommission.nv.gov', 'crptr.nv.gov', 'dairy.nv.gov', 'dem.nv.gov', 'dps.nv.gov', 'energy.nv.gov', 'fire.nv.gov', 'funeral.nv.gov', 'laudits.nv.gov', 'IT.nv.gov', 'marriage.nv.gov', 'massagetherapy.nv.gov', 'med.nv.gov', 'motorpool.nv.gov', 'ndow.org', 'nhp.nv.gov', 'nitro.nv.gov', 'npac.nv.gov', 'nobla.nv.gov', 'NV.gov', 'midbo.nv.gov', 'nurepository.nv.gov', 'ocj.nv.gov', and 'otometry.nv.gov'. Below the folders, there are sections for 'Taxonomies', 'Collections', and 'Menus'. The main content area is titled 'View Contents of Folder "Root"' and contains a table with columns: Title, Content Type, Language, ID, Status, Date Modified, and Last Editor.

Ektron Website Quick Reference

Select the plus sign (+) next to your domain name (i.e. play.nv.gov) and navigate to the folder where the page you want to edit is located.

Title	Content Type	Id	Last Editor
Carousel	Smart Form: Carousel	1302	GLyon, GLyon
Documents	Smart Form: Documents	1303	GLyon, GLyon
Glossary	Smart Form: Glossary	1304	GLyon, GLyon
Initiative Box	Smart Form: Initiative Box	1305	GLyon, GLyon
Links	Smart Form: Links	1306	GLyon, GLyon
Meetings and Agendas	Smart Form: Meetings & Agendas	1307	GLyon, GLyon
Page	Smart Form: Page	1308	GLyon, GLyon
Press Release	Smart Form: Press Release	1309	GLyon, GLyon
Slides	Smart Form: Slides	1310	GLyon, GLyon
Social Media Links	Smart Form: Social Media Links	1311	GLyon, GLyon
Staff List	Smart Form: Staff List	1312	GLyon, GLyon
Tabs	Smart Form: Tabs	1313	GLyon, GLyon